

UNCLASSIFIED/

Subject: #12-11-067/ VOTING ACTION
PLAN FOR 2012

Originator: ...OMMAND
CENTER(MC)

DTG: 010000Z
Dec 11

Subject: #12-11-067/ VOTING ACTION PLAN FOR
2012

Originator: USARPAC COMMAND CENTER(MC)

DTG: 010000Z Dec 11 Precedence: ROUTINE

To: EIGHTH ARMY CMD GP(SC),
USARJ COMMAND CENTER(MC),
USARAK COMMAND CENTER(MC),
25 ID OPERATIONS CENTER(MC),
18 MEDCOM(MC),
8 TSC OPERATIONS CENTER(MC),
196 IN BDE(MC),
9 MSC EOC(MC),
94 AAMDC(MC),
311 SC T(MC),
500 MI BDE(MC)

cc: USARPAC CG(MC),
USARPAC CHAPLAIN(MC),
USARPAC COIC(MC),
USARPAC COMMAND CENTER(MC),
USARPAC DCSENG(MC),
USARPAC DCSMED(MC),
USARPAC G1(MC),
USARPAC G2 DCSINT(MC),
USARPAC G35 EXERCISE(MC),
USARPAC G4(MC),
USARPAC G6 TCMO(MC),
USARPAC G6(MC),
USARPAC IG(MC),
USARPAC KM(MC),
USARPAC MCP MANEUVER OSB(MC),
USARPAC OCP CE(MC),
USARPAC OCP OMD JOC CUR OPS(MC),
USARPAC PAO(MC),
USARPAC SJA(MC)

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SUBJECT/ORDER #12-11-067/ VOTING ACTION PLAN FOR 2012//

ORIGINATOR: USARPAC COMMAND CENTER//

DTG: 010000Z Dec 11 PRECEDENCE: ROUTINE

FM CDR, USARPAC FT SHAFTER, HI//

TO CDR, 8A ARMY YONSONG, KOREA/G1/G3//

CDR, USARJ I CORPS FWD CAMP ZAMA JP/C1/C3//

CDR, USARAK FT RICHARDSON AK/G1/G3//

CDR, 25ID/G1/G3//
CDR, 8TH TSC FT SHAFTER HI/G1/G3//
CDR, 94TH AAMDC FT SHAFTER HI/G1/G3//
CDR, 9TH MSC FT SHAFTER HI/G1/G3//
CDR, 311 SC(T) FT SHAFTER HI/G1/G3//
CDR, 500TH MI BDE FT SHAFTER/S3//
CDR, 196TH INF BDE FT SHAFTER HI/S1/S3//
CDR, 18TH MEDCOM/S1/S3//
CDR, 130TH ENG BDE SCHOFIELD BARRACKS HI/S1/S3//
CDR, 8TH MP BDE SCHOFIELD BARRACKS HI/S1/S3//
CDR, USARPAC HHB/S1/S3//
INFO: CDR, USARPAC FT SHAFTER, HI/G1/G2/G357/G4/G6/G8/MSE/CCP/JTF-
HD/PROT/FIRES/DCSENG/DCSMED/C-
IED/PAO/SJA/IG/EESD/SAFETY/KM/CHAPLAIN//

UNCLASSIFIED//FOR OFFICIAL USE ONLY/FOUO//
MSGID/GENADMIN/USARPAC//DTG 010000Z Dec 11/ DCS, G-3/5/7//
SUBJECT/ORDER #12-11-067/ 2012 ARMY VOTING ASSISTANCE PROGRAM WITHIN
USARPAC
REF/A/(U) AR 608-20 ARMY VOTING ASSISTANCE PROGRAM, 28 OCT 04/
REF/B/(U) 2012 ARMY VOTING ACTION PLAN
([HTTPS://FORUMS.ARMY.MIL/COMMUNITYBROWSER.ASPX?ID=1566098&LANG=EN-US](https://forums.army.mil/communitybrowser.aspx?id=1566098&lang=en-us))
REF/C/(U) DOD DIR 1000.4, FEDERAL VOTING ASSISTANCE PROGRAM, 14 APR 04/
REF/D/(U) DOD DIR 1344.13, IMPLEMENTATION OF THE NATIONAL VOTER
REGISTRATION ACT, 16 NOV 94/
REF/E/(U) NATIONAL DEFENSE AUTHORIZATION ACT FOR FY 2010/
REF/F/(U) UNIFORMED AND OVERSEAS CITIZENS ABSENTEE VOTING ACT/
REF/G/(U) DOD DIR 1344.10, POLITICAL ACTIVITIES BY MEMBERS OF THE ARMED
FORCES ON ACTIVE DUTY, 19 FEB 08/
REF/H/(U) USD (P&R) MEMORANDUM, GUIDANCE ON IMPLEMENTING VOTING
ASSISTANCE PROGRAMS, 10 SEP 07.
ORDTYP/OPORD/USARPAC//

TIME ZONE USED THROUGHOUT THE ORDER: Z//

1. (U) SITUATION. THE ABOVE-CITED REFERENCES ESTABLISH POLICIES, PROCEDURES, AND RESPONSIBILITIES FOR THE ARMY'S 2012 VOTING ASSISTANCE PROGRAM.//
2. (U) MISSION. NLT 30 DEC 11, USARPAC MSCS/TECS/DRUS MUST IMPLEMENT THE VOTING ASSISTANCE PROGRAM.//
3. (U) EXECUTION./
 - 3.A. (U) COMMANDER'S INTENT. ENSURE ALL SOLDIERS, DA CIVILIANS,

CONTRACTORS AND THEIR ELIGIBLE FAMILY MEMBERS HAVE THE OPPORTUNITY TO EXERCISE THEIR RIGHT TO VOTE./

3.B. (U) CONCEPT OF OPERATION. NLT 30 DEC 11, MSCS/TECS WILL ESTABLISH A WRITTEN VOTING ACTION PLAN FOR THEIR COMMAND AND PROVIDE A COPY TO USARPAC G1 (MS. STEVENSON)./

3.C. (U) TASKS TO SUBORDINATE UNITS./

3.C.1. (U) USARPAC MSCS/TECS/DRUS./

3.C.1.A. (U) APPOINT A MAJ/GS-12 OR HIGHER TO BE A SENIOR AND ALTERNATE VOTING ASSISTANCE OFFICER (VAO) TO MANAGE THE PROGRAM. IF A MAJ/GS-12 IS NOT ASSIGNED, APPOINT THE NEXT MOST SENIOR OFFICER, NCO, OR CIVILIAN. SVAO SHOULD HAVE RETENTION IN THE UNIT THROUGH 31 DEC 12. PROVIDE A COPY OF THE APPOINTMENT MEMORANDUM TO USARPAC G1 (MS. STEVENSON) NLT 30 DEC 11./

3.C.1.B. (U) ESTABLISH EVALUATION CRITERIA AT THE TIME OF APPOINTMENT AND ENSURE VAOS AT ALL LEVELS OF COMMAND (MILITARY AND CIVILIAN) ARE FORMALLY EVALUATED (NCOER/OER/APPRaisal) ON THE PERFORMANCE OF THEIR VOTING DUTIES./

3.C.1.C. (U) EVALUATE THE EFFECTIVENESS OF THE PROGRAM ON A CONTINUAL BASIS AND ENSURE UNIT LEVEL DATA COLLECTION AND TRACKING PROCEDURES ARE IAW REFERENCE A. USING THE ATTACHED FORMAT, SUBMIT A PROGRESS REPORT TO G1 (MS. STEVENSON) NLT 5 JAN, 6 FEB, 5 MAR, 5 APR, 4 MAY, 5 JUN, 5 JUL, 6 AUG, 5 SEP, 5 OCT, 5 NOV, AND 5 DEC./

3.C.1.D. (U) APPOINT A 1LT/SFC OR ABOVE TO SERVE AS A UNIT VAO (UVAO) FOR UNITS WITH 25 OR MORE PERMANENTLY ASSIGNED PERSONNEL./

3.C.1.E. (U) APPOINT AN ADDITIONAL UVAO FOR EACH 50 PERSONNEL ABOVE THE 25 MEMBER BASE. IAW REFERENCE G, THIS RATIO MAY BE ADJUSTED TO MEET LOCAL CONDITIONS./

3.C.1.F. (U) GENERATE AND MAINTAIN A DIRECTORY CONTAINING NAMES, E-MAIL ADDRESSES AND OFFICE TELEPHONE NUMBERS OF ALL UVAOS./

3.C.1.G. (U) POSITION VOTING POSTERS IN HIGH TRAFFIC AREAS WITHIN THE UNIT AND ENSURE CONTACT INFORMATION FOR UVAOS IS DISPLAYED ON THE POSTERS./

3.C.1.H. (U) OBTAIN ADEQUATE VOTING MATERIALS. AS A MINIMUM, EACH UVAO SHOULD HAVE 4 FEDERAL POST CARD APPLICATIONS (FPCAS) AND 1 FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB) FOR EACH ASSIGNED SOLDIER

AND ELIGIBLE FAMILY MEMBER. FORMS ARE AVAILABLE AT THE FVAP WEBSITE, WWW.FVAP.GOV, OR AT YOUR LOCAL PUBLICATION CENTER. PUBLICATION CENTER POCS ARE AS FOLLOWS: HAWAII IS MR. DON BOYER AT 656-0334, FORT WAINWRIGHT IS MR. TEDDY RIGGS AT 353-7605, FORT RICHARDSON IS MS. RENEE RICHARDSON-BRYANT AT 384-1805, OKINAWA IS MS. TSUYAKO TOGUCHI AT 644-4338, AND JAPAN IS MR. NORIO MATAYOSHI AT 263-5083./

3.C.1.I. (U) DELIVER FPCAS TO ALL SOLDIERS, OCONUS DA CIVILIANS, CONTRACTORS, AND THEIR ELIGIBLE FAMILY MEMBERS NLT 15 JAN 12. DISTRIBUTION BY ELECTRONIC MEANS IS ENCOURAGED./

3.C.1.J. (U) INCLUDE FPCAS AND GENERAL VOTING INFORMATION (SEE ATTACHED INFO PAPERS) IN ORIENTATION PACKETS FOR NEWLY ASSIGNED PERSONNEL./

3.C.1.K. (U) PROVIDE VOTING ASSISTANCE AND/OR INFORMATION DURING SOLDIER READINESS PROCESSING AND PERSONNEL ASSET INVENTORIES./

3.C.1.L. (U) CONTACT THE FAMILY READINESS SUPPORT ASSISTANT TO PROVIDE VOTING ASSISTANCE TO ELIGIBLE FAMILY MEMBERS./

3.C.1.M. (U) TRAIN ALL SOLDIERS (TO INCLUDE THOSE PREPARING FOR DEPLOYMENT) ON ABSENTEE REGISTRATION AND VOTING PROCEDURES./

3.D. (U) COORDINATING INSTRUCTIONS./

3.D.1. (U) VAOS AT ALL LEVELS OF COMMAND WILL COMPLETE TRAINING WITHIN 30 DAYS OF APPOINTMENT. THIS MAY BE ACCOMPLISHED ON-LINE AT [HTTP//WWW.FVAP.GOV/VAO/TRAINING.HTML](http://www.fvap.gov/vao/training.html)./

3.D.2. (U) ESTABLISH A COMMUNICATION NETWORK TO QUICKLY DISSEMINATE VOTING INFORMATION THROUGHOUT ALL LEVELS OF COMMAND./

3.D.3. (U) ESTABLISH AND MAINTAIN CONTINUITY FOLDERS AT EVERY LEVEL OF COMMAND. AS A MINIMUM, THE FOLDERS WILL INCLUDE APPLICABLE REFERENCE MATERIALS, APPOINTMENT ORDERS, AND CERTIFICATES OF TRAINING./

3.D.4. (U) CONSULT SJA TO ENSURE COMPLIANCE WITH DOD AND DA REGULATORY GUIDANCE AND TO ADVISE INDIVIDUALS ON DIFFICULT RESIDENCY QUESTIONS./

3.D.5. (U) BE PREPARED FOR CIP USING THE ATTACHED CHECKLIST.//

4. (U) SUSTAINMENT. N/A.//

5. (U) COMMAND AND CONTROL./

5.A. (U) COMMAND. N/A/

5.B. (U) CONTROL./

5.B.1. (U) STAFF OR OPR POC: POINT OF CONTACT IS MS. BETTY STEVENSON, USARPAC G1, VOTING ASSISTANCE PROGRAM MANAGER, (808) 438-8678, BETTY.STEVENSON8.CIV@MAIL.MIL./

5.B.2. (U) ACKNOWLEDGE RECEIPT OF MESSAGE IMMEDIATELY TO THE USARPAC COMMAND CENTER APOPCAT@HAWAII.ARMY.MIL/ 424-3000./

5.B.3. (U) APPROVED AND RELEASED BY MALCOLM FROST, COL, GS, DCS, G-3/5/7, USARPAC.//

ATTACHMENTS:

TEMPLATE FOR PROGRESS REPORT

LIST OF 2012 PRIMARY ELECTIONS BY STATE

LIST OF 2012 PRIMARY ELECTIONS BY MONTH

LIST OF MAILING DATES FOR STATE PRIMARIES

CIP CHECKLIST

INFO PAPER - HATCH ACT

INFO PAPER - POLITICAL ACTIVITIES OF FEDERAL EMPLOYEES AND SOLDIERS